

19/8  
यश  
लाइव/ब्लॉग

यश  
आपका साथ

# Meeting

16/7/2015

A meeting of the college IQAC was held under the chairmanship of the Principal at 3.00 P.M. The meeting was convened primarily to discuss the following three points -

- (i), Plan of action for 2015-16
- (ii), About the proposed IQAC seminar cum workshop from the motivational grant to be received from the Higher Education Dept.
- (iii), About the proposal of Autonomy and model for excellence of the college

The present members were informed that IQAC had

- (A), Submitted the vision document of the college for the next 10 years to the Higher Education department on 11/06/2015.
- (B), The AQAR of the year 2014-15 was submitted on-line on 30/06/2015.
- (C), The proposals regarding utilization of Rs. 10 lakh <sup>to be</sup> received by the college as motivational amount were submitted on 09/06/2015.

The members present were -

- 1. Dr. Ajay Agrawal - *A Agrawal*
- 2. श्री सुदेश पांडे - *Sudesh Pandey 16.7*
- 3. Dr. Farzana Ghazal - *F Ghazal 16.7.15*
- 4. Pawan Pandit - *P Pandit 16.7.15*
- 5. Dr. Alpana Tripathi - *A Tripathi 16.7.15*

- It was decided that in the proposed IQAC seminar cum workshop - the Principals IQAC co-ordinators and UAC convenors of respec

colleges in the Bhopal division be invited. The department would be requested to make it mandatory for attending this seminar. It was also agreed that Prof. P.K. Jain and Prof. M.L. Soni would pursue <sup>efforts</sup> to get motivational amount at the earliest.

- The plan of action for 2015-16 was discussed. The Principal informed that the proposal for wifi of the whole campus has already been sent under the RUSA scheme.
- Efforts for making the campus green are on and will be intensified.
- As regards the proposal of smart classes, it was observed that said proposal has also been moved in RUSA scheme.
- Art gallery would be started once the funds are released by the HE department.
- To enlighten the students about their social responsibility, it was decided that NSS unit of the college and NSS officer Prof. R.K. Narwaria would be given the charge of social activity club of the college which would also be collaborating with NSS unit of the college in this work.
- Feedback forms would be given to the HOD's in August 2015.
- For result analysis work to be completed in time, Mr. Manoj Sharma the Clerk in charge would be requested to bring results from BU, Bhopal.
- Prof. Mridula Nigam and Prof. Farzana Abozal would be looking after the state level Quality Assurance works.
- Prof. Vinita Clowdy, Prof. Ajay Tivedi and Prof. Lawan Pandit would be looking after the routine NAAC and ICAAC works and will see

to it all the works are completed within the time limit.

- Prof P.K. Jain the coordinator will supervise the works of ICAC and SLICAC.
- The full strength ICAC meeting as stipulated by NMAC guidelines would be convened in the first week of August 2015.

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11  
16-9-15

The agenda of the meeting was given to all the present members and the following members were present

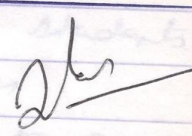
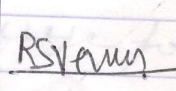
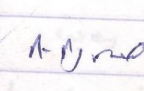

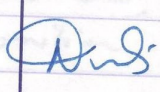

S.NO	NAME	E-mail/mobile	Section
1.	Dr. Rakesh Singh Pandey	shingepandey@gmail.com	ICAC
2.	Mr. A. K. Sharma		SLICAC
3.	Dr. Ajay Agrawal	ajay.agrawal@icloud.com	ICAC
4.	Dr. Ferguson Sharada	FergusonSharada@icloud.com	SLICAC
5.	Dr. Alpana Tiwari	alpana@yubi.com 9825393311	ICAC
6.	Dr. Kavita Pandey	kavita@icloud.com	SLICAC

Meeting

20/8/2015

Bi-annual meeting of full-fledged ICAC was held under the chair of the Principal Dr. Sudha Singh. In the beginning the minutes of the meeting held on 27/12/2014 were read and were approved by the members of ICAC. This being a meeting of farewell nature also as the Principal Dr. Sudha Singh will be retiring on 31<sup>st</sup> August 2015. A summary of the major works done by the college ICAC was also read out.

The agenda of the meeting was given to all the present members and the following members were present.

S: No:	NAME	E-mail / Mobile	Signature
1.	Dr. Rahul Singh Parihar	rahulparihar2003@gmail.com	
2.	Mr. R. S. Verma	-	
3.	Dr. Ajay Agrawal	ajay_25_agrawal @ Gmail . Com	
4.	Dr. Farzana Shekar	Farzana Ghazal. @ icloud . com	
5.	Dr. Alpana Tripathi	alpana@ixi@yahoo.com. 9425393311	
6.	Dr. Pawan Pandit	pawanpandit_01@yahoo.co.in	

- The members suggested that counselling class for students of the college for competitive classes should be started in the college. Subjects like Geography, Political Science, History, English should be taught. For Commerce students Telesoftware classes could also be started.
- On the point of Placement and industrial visit it was agreed that Co-ordinator of Vivekananda career cell be asked to take initiative in this regard. Companies, Private and Nationalised banks, Industries in Mandideep should be listed for Campus and industrial visits. NCAE would instruct the Vivekananda cell for Campus placement and study tours. It was also suggested that the college should write to the Higher Education authorities, so that they may collaborate with the Industry department for skill development activities and study tours of the college students.
- For strengthening of the Alumni it was mooted that 3 to 4 functions even at a small level be organised by the college for roping in old students.
- On the point of students attendance it was agreed upon that CCE should be linked with the attendance of the students. Orientation programme should be started for freshers, and new students should be made familiar with the college and the staff.
- NSS unit of the college should work intensively and adopt a particular village. If there are 50 village houses in a village, 2 students per house should be allocated and micro level work can be executed intensively. It was also agreed that in such an adopted village pre and post survey should be done by the NSS unit. The NSS volunteers should

enlighten the villagers about the government schemes like insurance, scholarship etc  
 - Post survey should be taken by students other than NSS that would make it an extension activity and would also result in wider participation.

- It was also suggested that annual gathering should be regularly organized by the college. Some other activity should be regularly organized in the college on continued basis to attract the students to the campus. It was also discussed that before the retirement of the present principal on 31/08/2015, a programme felicitating her achievements in the last 5 years be organized. The theme of the such programme could be vision 2020-21 when the college would be celebrating its platinum jubilee.

*[Signature]*  
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 20-8-15

Meeting

30/12/2015

Meeting of the college 100c was held on 30/12/15 to discuss the pending issues.

Main points discussed were

- (i) Retrieval of the filled up feed back forms from the various departments
- (ii) Collection of information from staff about the Academic and extra curricular activities carried on by the members.
- (iii) Tabulation of results and merit positions from the University. Higher responsibility officers be deputed for this task. The Principal would be requested to expedite this work and appoint a competent person for this task.
- (iv) Activities of the Career cell, NEC, NSS, Sports to be also collected.

30/12/15

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30.12.15

Vinitha  
30/12/15

Seen

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30.12.15

Meeting

2/4/2016

Meeting of the college ICAE was held to discuss the pending activities and activities to be completed before 30/6/16 i.e. the date on which AER is to be submitted to NAAC, Bangalore -

- (i) Departmental achievement, activities programme to be obtained back from the departments. To date 4 departments i.e. Commerce, Urdu, Sanskrit and Hindi have only submitted.
- (ii) The date of biannual meeting of the ICAE to be held in April 2016.
- (iii) Reports from different committees to be obtained. (NSI, NCC, Career and placement)
- (iv) Different activities like sports festival, annual function report to be obtained.
- (v) Meeting to be held on 10/4/16.

2/4/16

Seen  
2-4-16

Vinita  
2/4/16

10/3



Meeting

16/5/2016

A meeting of the college ICAE was held to decide the date of bi-annual ICAE meet and its agenda.

- (i) Required information to be obtained from different departments for submitting the ICAE on 30/6/2016.
- (ii) In the academic year 2016-17, the departments of the college should be motivated to organize seminars and workshops as per the NAAC peer team recommendations.
- (iii) Vision and Mission of the college to be reiterated keeping in view the NAAC re-accreditation visit 3 (2019).
- (iv) The competitive coaching classes started by ICAE in October 2015 needs to be strengthened and proper slot to be awarded in the time-table for maximum benefit of the students.
- (v) No feedback forms received. The issues to be taken up seriously.
- (vi) Alumni association and PTA should be geared up for carrying activities and support.
- (vii) Innovations and best practices as per NAAC norms to be decided.
- (viii) SWOT/SWOC analysis of the department to be framed.
- (ix) Meeting to be held on 25/5/16 at 11.00 AM.
- (x) The honorarium of ICAE coordinator to be paid.

Vini G  
16/5/16

A. S.  
16/5/16

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## IQAC अर्द्धवार्षिकी बैठक

दिनांक 25.05.2016

एजेण्डा बिन्दु

- 29 जून को AQAR भेजना उसके लिये जानकारी एकत्र करना।
- गत वर्ष (2015-16) में प्रतियोगी परिक्षाओं की तैयारी हेतु आयोजित कक्षाएं उत्तिष्ठ जागृत का सफलतापूर्वक संचालन किया गया, इसकी मांग को देखते हुये इन कक्षाओं हेतु मुख्य समय सारिणी के मध्य में एक घंटे का समय सुनिश्चित किया जाय ताकि अधिकतम छात्र इन कक्षाओं का लाभ ले सकें। उदाहरण (उत्कृष्टता संस्थान)
- वर्ष 2015-16 में महाविद्यालय में IQAC के अतिरिक्त कोई सेमिनार नहीं हो सका है। इस वर्ष अधिक से अधिक विभाग सेमिनार एवं वर्कशॉप हेतु आवेदन करें।
- वर्ष 2016-17 में नवीन प्रवेशित छात्रों के लिये एक ओरिएन्टेशन कार्यक्रम IQAC द्वारा आयोजित किया जायेगा इसके अंतर्गत नवीन छात्र महाविद्यालय के स्टॉफ से परिचित कराया जायेगा तथा महाविद्यालय में चलने वाली योजनाओं की जानकारी दी जायेगी (स्कालरशिप, एन.एस.एस., एन.सी.सी., एक्टिविटी क्लब) इस कार्यक्रम से महाविद्यालय रैगिंग रोकने में मदद मिलेगी।
- महाविद्यालय में छात्रों की उपस्थिति सुनिश्चित करने हेतु वर्ष 2016-17 से सभी संबंधित विषय के प्रावधापक छात्र की उपस्थिति (75 प्रतिशत) प्रमाणित करेंगे तभी उसे छात्रवृत्ति प्रदान की जा सकेंगी इसकी विस्तृत सूचना नवीन प्रवेशित छात्रों को देना होगी।
- फील्ड विजिट एवं स्टडी टूर हेतु प्रत्येक विभाग प्रयास करें।
- नये वोकेशनल कोर्स हेतु प्रयास किये जायें।
- प्लेसमेंट की अधिक से अधिक संभावनाओं को तलाशा जाय इसके लिये अंग्रेजी भाषा एवं कम्प्यूटर में विशेष दक्षता हेतु व्यवस्था की जाय। इसके लिये विवेकानन्द कैरियर काउंसलिंग प्रकोष्ठ द्वारा पहल की जाय।
- प्रवेशित छात्रों को CCE के टाइम टेबल की विस्तृत जानकारी पूर्व में ही दे दी जायेगी। वर्ष में दो CCE सितम्बर एवं मार्च माह तय किये गये हैं।
- अध्यक्ष की अनुमति से अन्य बिन्दु।

# Meeting

25/05/2016

Bi-annual meeting of ICAC was held on 25/05/2016 to discuss the relevant issues as per the enclosed agenda. The following members were present and actively participated and suggested over the different points discussed -

Sr. No.	NAME	MOBILE / E-mail	Signature
1.	Mr. Pradeep Jain	9926803132	<i>[Signature]</i>
2.	Mr. R.S. Verma	director@careercollegeindia.com	<i>[Signature]</i>
3.	Mr. Mridule Nigam	9425672506 M.V.M.	<i>[Signature]</i>
4.	Mr. Farzana Szezal	9993946216	<i>[Signature]</i>
5.	Mr. Alpna Trivedi	9826786172	<i>[Signature]</i>
		9425393311	<i>[Signature]</i>

Elaborate information about the work done by ICAC during the last year was given in the meeting. The present members appreciated the efforts of ICAC and motivated the ICAC to continue with the good and dynamic efforts.

Mr. Pradeep Jain suggested that the ICAC meeting should be convened every 3 months for better facilitation of work.

The A.C.E.A.R. of the college should be submitted with complete transparency and for this the whole college should be involved.


With effect from 2016-17, a one hour slot in the main time-table should be given in the middle of the time-table. This one hour slot would be utilized for special classes for coaching students for ~~exam~~ competitive classes, vocational classes, add-on courses.

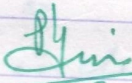
ICAC should motivate the HoD's and the departments should to organize more and more number of seminars and workshops. The faculty should also be motivated to eff.


for more and more Minor and Major Research Projects.

- Detailed Orientation programme for the benefit of newly admitted students should be conducted at the time of Admissions in July 2016. In this program extensive information about NSS, NCC, CCE, Activity Club, Scholarship, IOP, Youth festival, Career Placement Cell, Sports Activity, Awards, Whistet Jagrat clubs, Red Ribbon Club, Personality Development and all other activities and vision of the college would be discussed before the students. In this the senior students of the college and staff would also be present. This would a long way in preventing ragging and other nefarious activities in the college campus.
- In an effort to increase the presence of students in the classes, a sincere and honest effort would be made to link the scholarship programme with the attendance. Only such students who have 75% or more attendance would be eligible to receive the different kinds of scholarship started by the government.
- Field visits and study tours should be taken up by all the PG departments.
- Vicechancellor Career placement cell should impart special training in computer education and spoken English et skills to make our students a self-sufficient in fiercey competitions of at the highest level.
- Complete list of all the admitted students with their subject combination should be given to the IOP.
- Vision and Mission of the college keeping in view the NAAC cycle-3 visit due in 2019 will be as under -

- Transforming students into human resources for nation building
- Propagation of an ideal academic and cultural environment for all round personality development of the student
- ~~Quest~~ ~~Quest~~ Creation of an urge to know and infilling ~~esthetic~~ joy in students while learning.
- A copy of the minutes of the meeting along with the report of ICAR seminar should be sent to the Honorable Minister and higher officers of the department

  
 25.5.16  
 (Pawan Pandey)

  
 25.5.16

  
 25.5.16

Meeting

12/2/2016

Meeting of the college ICA was held on 12/2/2016 to decide the date of half-yearly ICA meeting of the college. It was unanimously decided that the half-yearly meeting would be convened on 26/02/2016 at 11 AM. in the ICA room. The agenda of the meeting would be -

- (i) Discussion of the activities in the college
- (ii) Proposal for alumni meet and honoring the oldest student.
- (iii) Annual function
- (iv) Placement drives.
- (v) Any other with permission of the President.

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12/2/16

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12/2/16

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